

**Registered Charity Number: 1130400**  
**Company number: 06757798**

**Share Psychotherapy**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31 March 2025**

**Share Psychotherapy  
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**Share Psychotherapy**  
**Trustees' annual report - continued**  
**For the year ended 31 March 2025**

The Trustees, who are also Directors of the Company for the purposes of the Companies Act, present this Annual Report and Financial Statements of the company for the year ended 31 March 2025.

The Trustees confirm that the Annual Report and Financial Statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011.

**Objectives, activities and public benefit**

The objective of the charity is to promote good mental health for the public benefit by the provision of psychotherapy and counselling for those who are unable to afford it through lack of means or who are otherwise in need. A substantial proportion of our clients endure severe and complex mental health difficulties, needing therapy for up to two years. Clients' ability to pay is extremely low. Out of 214 clients who were receiving therapy throughout 2024-25, 40 clients paid £12.50 per session, and 52 clients paid £15 per session. Only 7 clients paid over £40 per session. The average fee per session for the year was £17.97.

During this time of ongoing economic uncertainty, cuts to welfare benefits, rising costs and the prolonged after-effects of the pandemic, the importance of Share's work within the Sheffield community is increasingly evident in the continued rise in demand for medium to long-term therapy.

In defining our aims and carrying them out, the Trustees have full regard to the guidance published by the Charities Commission on public benefit, and with regards to fee charging.

We will address below the work undertaken in the last twelve months on these areas, along with a general overview of Share's performance in 2024/25.

**Achievements and Performance**

Following a period of financial difficulty at the end of the last financial year and staff turnover in 2024, Share has been able to not only stabilise but grow the service, providing an increase in client hours, exceeding the 2023/24 level of 3960 hours of therapy, delivering 4276 hours. The increase in client hours compared to the previous year is remarkable given staff changes in the Clinical Manager role and the lower level of clients and therapists available in the summer of 2024.

Two of our key achievements this year was implementing a CRM and redesigning how Share measures the impact of therapy to gather useful quantitative data to evaluate therapy at Share.

The appointment of a new Clinical Manager, Samantha Mulholland, in July 2024, has made a substantive impact on the recruitment of both trainee and qualified volunteer therapists. We ended the year with 42 therapists: 10 qualified therapists and 32 trainee therapists. This

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**For the year ended 31 March 2025**

enabled us to substantially increase our activity levels towards the end of the year. At the end of March 2025, we had 124 clients in therapy and 57 on the waiting list.

Share's fees increased for the first time in a decade to help us deliver the service whilst ensuring that clients on low income can continue to access the service at the lowest fee of £5/session. The highest fee is £55, and each client self-assesses based on their individual circumstances.

A low average fee suggests we are meeting our goal of providing therapy to those who could not afford it privately. Due to the cost-of-living crisis severely impacting people's expenditures, we continue to see an increase in personal fee agreements. We ended the year with 31 agreements in place, compared to 15 at the end of the 23/24 financial year. PFS's are mainly put in place to support a client to pay back accumulated arrears, to lower the fee level after a change of circumstance (e.g. loss of job), or to change the payment frequency where it is difficult for a client to pay the full month in advance, and they prefer to pay less each week or schedule so it ties in with receiving salary or benefits.

From September 2024 onwards ReQoI (Recovery Quality of Life) outcome measure was introduced replacing our previous Core 34 outcome measure. This new outcome measure requires less time to complete, whilst offering quantitative data to evaluate the service. ReQoI is completed every 3 months.

The data already shows an increase in our client's quality of life. As we move into 25/26, we will be able to see the data provided after using ReQoI for a year. At the end of 24/25, our team also were beginning to re-design our end of therapy feedback form, to ensure the most relevant data is being collected. This data will capture qualitative data that we plan to utilise to improve our organisation and therapy services.

Coordination and collaboration with relevant partners, in both statutory and voluntary sectors, to improve mental health provision in Sheffield continued through various fora in the city to ensure our services meet the needs of the communities that we serve in Sheffield. As an organisation that works at the interface between poverty and mental health, we want to ensure that we are reaching the people who most need and can most benefit from our service.

Our clinical manager agreed a service level partnership with MIND with each organisation contributing to a joint CPD budget. Moreover, we engaged with our volunteers sending out a CPD questionnaire to inform our CPD offer. A total of CPD events were held 5 with uptake as follows

Dissociative Identity Disorder 1 and 2 – 8 participants each  
Working with Problematic Anxiety – 26 participants  
Working with Eating Disorders – 25 participants  
Trauma – Stabilisation – 15 participants

Unfortunately, our ambition to explore the possibility of partnering with the Primary Care Trusts, to expand our work to better target the needs of communities who may not be reached by our current service, came to a halt following staff changes in key roles and some reluctance from statutory services to partner.

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Strengthen the financial position and rebuilding reserves to ensure sustainability and strategic development of the service

A big impact on Share's performance in 2024/25 was our ability to secure additional three-year funding from the South Yorkshire Integrated Care Board (ICB) and receive support from a new trust funder, the Aeonian Foundation (AF). Their funding commitment as well as the continued support of our regular trust funders contributed to stabilising the organisation and enabled Share to gradually invest back into more sustainable levels both clinically and in terms of office administration and management.

At the end of 23-24 (Feb 2024 board meeting) the board, in agreement with clinical staff, ratified increased client fee bands as per table below. Fees had stayed static for almost a decade, despite considerable inflation (i.e. inflation between 2018 and Feb 2024 was 24%),

	Up to March 24	From April 24
A	£0	£0
B	£5.00	£5.00
C	£10.00	£12.50
D	£15.00	£18.00
E	£22.00	£25.00
F	£30.00	£35.00
G	£40.00	£45.00
H	£50.00	£55.00

The fee increase was first introduced to new clients alongside changes to the client agreement reserving the right to review client fees every year in line with inflation. Existing clients were asked if they are agreeable to have their fees increased to the new respective level. To not outprice anyone seeking support, Share continued to provide Personal Fee Agreements and tried to get targeted funding for groups of people who can't afford even lower fees. However, until now we have been unsuccessful. It proved important to keep £5 level for clients unable to pay more.

Starting in January 2025, we secured a 2-year subsidy for every client hour delivered over the 23-24 level. We maintained the supervision service to Cavendish contributing a small amount of additional income.

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Increase capacity clinically, administratively, managerially and at the board level to enable increase in client hours

In 2024/25 our focus was on meeting the continuous high demand on our services, reducing waiting times and to ensure more robust systems were in place.

Staffing levels were critically low especially on the administration and office management side. In January 2024 Elizabeth Levy started as full time office manager replacing 10.5 days of administrative time previously, doing a tremendous job at managing the entire client administration and office side with additional support from the co-chairs during this period.

We have had to say goodbye to our very valued clinical team of Jonathan Martyn (Clinical Lead – June 2024), Emma Gray (Senior Therapist – August 2024) and co-chair and long-standing trustee, Lynn Keirs, as well as trustees Steven Wood and Anna Waters. Together the team worked very hard in navigating a challenging 18 months and Share's success today is thanks to everyone holding Share safe and keeping going when times were difficult. Thank you all.

Share accepted referrals for therapy for 8 months. Our waiting lists were closed for four months, from April – June, due to demand and staff changes, and again in January.

We changed our therapist recruitment processes, moving from one annual to recruiting trainee therapists 3 times a year. This opens more therapy spaces at different times throughout the year and reduce wait times.

We also increased the number of therapists volunteering at Share. In 23/24 we averaged at 30-39 therapists, whilst in 24/25 we averaged at 40-45 therapists.

Throughout the year we managed a large increase in complex and severe mental health difficulties and a larger number of safeguarding concerns at referral stage. A high proportion of clients presented as needing an experienced and qualified therapist compared to previous years. Albeit having increased qualified volunteers as well as a senior therapist seeing more complex clients, Share cannot keep up with demand. This is, unfortunately, resulting in longer waiting time for more complex client presentations.

This impacts on the time our clinical manager is required to support therapists and clients during safeguarding concerns, and to contact external agencies. To help us manage their workload we have focused on upskilling current therapists, recruiting volunteer qualified therapists, and applying for funding increase our paid therapists. Being able to support people who are struggling with more complex mental health difficulties will continue to be our focus moving into 25/26.

A further change that enabled us to increase client intake, without major increase in staff time to administer the intake, our clinical manager sourced and organised the implementation of 'Lamplight', an online CRM system to update our previous systems.

The team worked with Lamplight to design it from September to December and had the system ready to start using by January 2025. All new therapists from January were using the new system. Our administration team then started the process of data migration for all

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previous therapists and clients. We completed this process by June 2025. The new CRM has already simplified our administrative process, reduced admin time and increase data security.

We developed a profile for a new senior role, that of executive manager, and completed recruitment process in the spring, with the successful applicant, Carolyn Usher, starting their tenure in April 2025.

**Financial review, reserves policy and going concern**

22/23 and 23/24 financial years both made an unrestricted loss of around £27k - £28k, and unrestricted funds were in deficit by £8,419 as of 31 March 2024. Due to the significant increase and multi-year commitment from the ICB and AF we were able to start 24-25 with a fully secured annual budget.

Tight financial controls remained in place and fundraising activities continued. Our new treasurer started providing quarterly management to the board, aiding sound financial management.

One of the co-chairs worked closely with the office manager to provide organisational management and oversight of day to day operations, making savings on core costs whilst preparing to recruit for a service lead/exec manager to begin in 25/26. This role is essential to lead on fundraising and diversifying income, as well as provide senior level organisational leadership, enabling the board to concentrate on its mandate.

Unfortunately, some costs have increased most notably that for DBS and utilities (gas and elec). Carecheck, our DBS provider, has challenged us paying the volunteer fee rate of £12.50 for our trainee therapists. Following a review undertaken, it has been concluded that we should now be paying the higher fee rate for checks on trainee therapists due to the benefit (training hours contributing to completion of a course) they derive from working with us. Admin and Trustee volunteers will continue to be checked under a volunteer application as they are not gaining benefit from their work. Despite switching providers and seeking a better tariff, heating costs remain high.

Given the exceptionally high workload of the co-chairs/chair, we were pleased to maintain all regular trust applications and secure a 5K core cost from Synergy's micro-grant facility. Moreover, following discussions with the AF, we are very grateful that they acknowledged our need for strengthening the clinical and admin capacity to support our growth in client hours. Rather than fund increase in staff capacity, AF agreed to provide a fixed rate subsidy per additional client hour delivered over the previous year level.

The Board was pleased that the additional income, and cautious budgeting and financial management enabled us to begin rebuilding reserves whilst strengthening staff capacity and growing our delivery. In its January meeting the board agreed a new reserve principle of 25% of annual costs rather than a fixed sum, to make sure the reserves target adapts to

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especially increases in annual budgets. The free reserves target at 31 March 2025 was £52,000. The actual free reserves at the year end were £32,924. The treasurer agreed that it was not feasible to meet this target after recovering from last year's deficit and that we should seek to reach the target over two financial years, ensuring reserves are increasing year on year in the meantime.

The trustees are of the view that the Charity continuous to be a going concern the time of signing the accounts.

**Future plans**

The charity's business plan for 2025/26 focuses on stabilising operations, supporting sustainable growth and working on a long-term strategy. Priorities are structured under 5 key areas:

1. **Service Delivery:** Expand delivery to over 5,000 client hours, strengthen clinical capacity, maintain volunteer levels through 3 recruitment periods and improve waiting times.
2. **Our People:** Supporting the staff team to thrive through regular supervision and ensuring that workload, financial remuneration and working hours are at a level to contribute to staff satisfaction. Support our volunteers, enabling them to thrive through regular supervision and CPD opportunities.
3. **Finance and Funding:** Work towards reaching 75% of the agreed reserves target and ensuring that staff and associates are fairly rewarded, developing a structure for regular pay reviews. Work towards diversifying our funding streams, supporting future funding security.
4. **Partnerships and Networking:** Maintain Share's profile in the sector and through local networks, create partnerships with other like-minded organisations, increase and update our public presence, through social media, our website and attending public events.
5. **Governance and Management:** Develop a long-term (2026-2030) strategic plan for Share, maintain an effective board, embed Lamplight (our new client management software) into the day-to-day running of the organisation and explore professional accreditation to enhance Share's credibility.



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**Structure, governance and management**

The organisation is a company limited by guarantee and a registered charity. The charity's governing documents are its Memorandum and Articles of Association. The charity was incorporated as a company limited by guarantee without share capital, on 25 November 2008 and was registered with the Charity Commission as a charity on 1 April 2009.

Meetings of the Board of Trustees of the Charity and Directors of the Company are held quarterly to monitor the activities carried out and to make decisions relating to the strategic direction, financing and governance of the organisation. The board holds monthly informal board meeting to stay abreast of key issues and deepen discussion around operational issues as required.

The Risk Register is updated and reviewed at each formal Board meeting. This discipline has produced a recognisable benefit in terms of the way the Board anticipates operational risks and responds in discussion with staff to frame immediate and longer-term actions. Furthermore, a board actions document is kept update, ensuring timely follow through of agreed actions.

The oversight, support and development of the clinical activity carried out by our therapists is provided by the Clinical Manager, Senior Therapist and part-time Clinical Associates. All paid and volunteer therapists continued to receive clinical supervision. For volunteers and therapists in training this takes place in groups held in-house and facilitated by either the Clinical Lead, Senior Therapist or a Clinical Associate.

Lynn Keirs and Astrid Bourne Walker continued as Co- chairs until Lynn's retirement at the end of September 2024. A huge thank you to Lynn for more than 9 years of dedicated, strategic work at Share both as a trustee and as a co-chair all of which has contributed to sustain, improve and grow Share's contribution to mental health provision in Sheffield. We advertised for a new chair or joined co-chair but the only two applicants were not deemed to have the right profile to take on the role. Thus, Astrid Walker Bourne continues as Chair supported by the board.

Steve Wood, Trustee, found our new premises at Paradise Square and negotiated terms and conditions of the new lease also used his considerable experience and skills to review the health and safety at Paradise Square introducing new fire regulations & training. Steve resigned as Trustee & left the organisation on 16 September 2024.

We welcomed back Anna Waters as a Trustee on 5 December 2023 and had to say good-bye to her at the end of March 2025. Having previously worked for Share as our first Business Manager, Anna brought a wealth of experience and skills and provided hands on office management and administration support as well as critical strategic risk management insight.

Vanessa Boddye, a long-standing volunteer therapist, continues to provide valuable input from client and volunteer perspectives into the Board discussions. After more than 7 years on the board, Vanessa has shared her retirement as trustee with effect of 31 December 2025.

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During the year we had several applicants for the vacant Treasurer post, To strengthen our financial governance, and were delighted to appoint Rumbidzaishe Chivaura on 29 July 2024. We also welcomed two new trustees, Beth Hughes and Julia Yeardley, starting their tenure in January 2025. However, our search for a co-chair or chair was unsuccessful and will be taken up again in 2025-26.

Induction and training into the role of Trustee was undertake by the Co-chairs to ensure full oversight of their legal and operational responsibilities. This is in line with the Memorandum and Articles of Association of the Company and the policies and procedures adopted by the Board. Moreover, trustees complete an annual declaration of interests, topped up by a standard item at Board meetings, to identify any issues of potential conflict on each agenda.

**Legal and administrative information**

**Trustees**

Astrid Walker Bourne	Chair	
Lynn Keirs	Co – Chair	(Retired 30/9/2024)
Rumbidzaishe Chivaura	Treasurer	(Appointed 29/7/2024)
Steve Wood		(Resigned 19/9/2024)
Vanessa Boddye		
Anna Waters		(Resigned 31/3/25)
Beth Hughes		(Appointed 10/1/2025)
Julia Yeardley		(Appointed 19/2/2025)
Rachael Finn		(Appointed 12/04/2025)

**Management team**

Clinical lead	Jonathan Martyn	(until 06/2024)
Clinical Manager	Samantha Mulholland	(from 07/2024)
Executive Manager	Carolyn Usher	(from 04/2025)

**Previous management team:**

Office manager	Elizabeth Levy	(until Executive manager appointment)
Senior therapist	Emma Gray	(until 09/2024)

**Charity number**

1130400

**Company number**

06757798

**Registered office**

19 Paradise Square  
 Sheffield  
 S1 2DE

**Accountants**

Seven Hills Accountants Limited  
 57 Burton Street  
 Sheffield  
 S6 2HH

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**Trustees' responsibilities in relation to the financial statements**

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Small Companies provision**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The trustees declare that they have approved the Trustees' annual report above on 24 October 2025.

Signed on behalf of the trustees by:



Astrid Walker Bourne  
Trustee

## **Independent examiner's report to the directors of Share Psychotherapy ('the Company')**

I report to the charity directors on my examination of the accounts of the Company for the year ended 31 March 2025.

### **Responsibilities and basis of report**

As the directors of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to organisations preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

*S Lightfoot*

Sarah Lightfoot, FCA DChA  
Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

28 October 2025

## Share Psychotherapy

### Statement of financial activities (incorporating the income and expenditure account) for the year ended 31 March 2025

	Notes	Unrestricted funds £	Restricted funds £	2025 Total £	Unrestricted funds £	Restricted funds £	2024 Total £
<b>Income from:</b>							
Donations, grants and legacies	2	36,459	13,952	50,411	25,534	5,604	31,138
Charitable activities	3	146,780	5,817	152,597	113,536	-	113,536
Investments - bank interest		510	-	510	253	-	253
<b>Total income</b>		<b>183,749</b>	<b>19,769</b>	<b>203,518</b>	<b>139,323</b>	<b>5,604</b>	<b>144,927</b>
<b>Expenditure on:</b>							
Charitable activities	4	143,871	13,952	157,823	167,735	5,604	173,339
<b>Total expenditure</b>		<b>143,871</b>	<b>13,952</b>	<b>157,823</b>	<b>167,735</b>	<b>5,604</b>	<b>173,339</b>
<b>Net income/(expenditure)</b>		<b>39,878</b>	<b>5,817</b>	<b>45,695</b>	<b>(28,412)</b>	<b>-</b>	<b>(28,412)</b>
Transfers	11	3,192	(3,192)	-	-	-	-
<b>Net movement in funds</b>		<b>43,070</b>	<b>2,625</b>	<b>45,695</b>	<b>(28,412)</b>	<b>-</b>	<b>(28,412)</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		(8,419)	-	(8,419)	19,993	-	19,993
<b>Total funds carried forward</b>		<b>34,651</b>	<b>2,625</b>	<b>37,276</b>	<b>(8,419)</b>	<b>-</b>	<b>(8,419)</b>

The statement of financial activities includes all gains and losses recognised in the year. All of the charitable company's operations are classed as continuing.

## Share Psychotherapy

### Balance Sheet As at 31 March 2025

	Notes	2025 £	2024 £
<b>Fixed assets</b>			
Tangible assets	8	1,727	969
<b>Total fixed assets</b>		<u>1,727</u>	<u>969</u>
<b>Current assets</b>			
Debtors	9	7,495	6,026
Cash at bank and in hand		<u>37,475</u>	<u>1,666</u>
<b>Total current assets</b>		<u>44,970</u>	<u>7,692</u>
Creditors: amounts falling due within one year	10	(9,421)	(17,080)
<b>Net current assets</b>		<u>35,549</u>	<u>(9,388)</u>
<b>Total assets less current liabilities</b>		37,276	(8,419)
Creditors: amounts falling due after one year		-	-
<b>Total net assets</b>		<u><u>37,276</u></u>	<u><u>(8,419)</u></u>
<b>Represented By</b>			
<b>FUNDS</b>			
Unrestricted funds		34,651	(8,419)
Restricted funds	11	<u>2,625</u>	<u>-</u>
<b>Total charity funds</b>	12	<u><u>37,276</u></u>	<u><u>(8,419)</u></u>

For the year ending 31 March 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The accounts have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within part 15 of the Companies Act 2006.

Approved by the board of trustees on 24 October 2025.

Signed on its behalf by:



Astrid Walker Bourne  
Trustee

## Share Psychotherapy

### Notes to the Accounts for the year ended 31 March 2025

#### 1 Accounting Policies

##### (a) Basis of preparation

Share Psychotherapy is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the company information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken the exemption not to prepare a Statement of Cashflows.

The charity meets the definition of a public benefit entity as defined under FRS102. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £1.

##### (b) Income

Income is recognised in the SOFA when the charity has entitlement to the funds, any performance conditions attached to the monies have been met, the receipt of the income is probable and its amount can be reliably measured.

Fee income is recognised when the client has had their appointment.

##### (c) Expenditure and liabilities

Expenditure is recognised where there is a legal or constructive obligation to pay a third party, it is probable that settlement will be required and the amount of the obligation can be reliably measured. All expenditure is reported gross of irrecoverable VAT.

##### (d) Tangible fixed assets

Individual fixed assets costing £100 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Fixtures, fittings and equipment	3 years straight line
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##### (e) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

##### (f) Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

##### (g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

##### (h) Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are either donations which the donor has specified are to be solely used for particular areas of the charity's work or grant income sought for specified activities.

## Share Psychotherapy

### Notes to the Accounts - continued for the year ended 31 March 2025

#### 1 Accounting Policies - continued

##### (i) Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### (j) Operating lease rentals

Rentals under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

##### (k) Taxation

As a charity, the organisation is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

##### (l) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

##### (m) Significant estimates and judgements

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### 2 Income from donations, grants and legacies

	Unrestricted funds £	Restricted Funds £	2025 Total £	Unrestricted funds £	Restricted Funds £	2024 Total £
<u>Grants</u>						
Aeonian Foundation	22,500	-	22,500	5,000	-	5,000
The Talbot Trusts	-	3,000	3,000	-	-	-
The JG Graves Charitable Trust	2,500	-	2,500	2,500	-	2,500
Sheffield Church Burgesses Trust	4,000	6,000	10,000	4,000	-	4,000
Sheffield Town Trust	1,500	-	1,500	2,500	-	2,500
South Yorkshire's Community Foundation	-	-	-	-	5,000	5,000
Synergy Mental Health Alliance	-	4,952	4,952	-	-	-
The Zachary Merton And George Woofindin						
Convalescent Trust	5,000	-	5,000	5,000	-	5,000
Sheffield City Council LAC committee	-	-	-	-	515	515
<u>Donations</u>						
Beaverbrook Foundation	-	-	-	2,500	-	2,500
The Sheffield 1000 Charity	-	-	-	1,000	-	1,000
General donations	959	-	959	3,034	89	3,123
	<u>36,459</u>	<u>13,952</u>	<u>50,411</u>	<u>25,534</u>	<u>5,604</u>	<u>31,138</u>

#### 3 Income from charitable activities

	Unrestricted funds £	Restricted Funds £	2025 Total £	Unrestricted funds £	Restricted Funds £	2024 Total £
NHS ICB South Yorkshire	70,183	-	70,183	42,955	-	42,955
Aeonian Foundation - subsidy	-	5,817	5,817	-	-	-
Client fees	75,272	-	75,272	69,198	-	69,198
CPD, training and events	125	-	125	255	-	255
Room rental	1,200	-	1,200	1,128	-	1,128
	<u>146,780</u>	<u>5,817</u>	<u>152,597</u>	<u>113,536</u>	<u>-</u>	<u>113,536</u>



## Share Psychotherapy

### Notes to the Accounts - continued for the year ended 31 March 2025

#### 4 Expenditure on charitable activities

	Notes	Unrestricted funds £	Restricted Funds £	2025 Total £	Unrestricted funds £	Restricted Funds £	2024 Total £
Direct client costs		2,087	-	2,087	2,029	-	2,029
<b>Staff costs</b>							
Salary and associated costs	5	77,600	10,991	88,591	84,868	5,515	90,383
Therapy support costs		16,339	814	17,153	19,811	-	19,811
Payroll fees		911	-	911	890	-	890
Other staff costs including training and dbs checks		2,071	-	2,071	470	-	470
<b>Property costs</b>							
Rent		19,910	-	19,910	16,988	-	16,988
Utilities and rates		7,271	1,508	8,779	6,319	-	6,319
Repairs, maintenance and equipment		6,987	-	6,987	2,440	-	2,440
Moving costs (including dilapidations)		-	-	-	23,141	89	23,230
<b>Office costs</b>							
Insurance		2,791	-	2,791	2,854	-	2,854
Equipment rental		811	-	811	768	-	768
Photocopying, postage and stationery		294	-	294	493	-	493
Telephone and internet		1,507	639	2,146	1,836	-	1,836
Computer costs		1,653	-	1,653	1,909	-	1,909
Subscriptions		95	-	95	-	-	-
Depreciation		115	-	115	243	-	243
Disposal of fixed assets		963	-	963	104	-	104
Bank and payment facility charges		690	-	690	737	-	737
General expenses (including refreshments)		492	-	492	610	-	610
Legal and professional fees		234	-	234	355	-	355
<b>Governance costs</b>							
Independent examination fee	6	1,050	-	1,050	870	-	870
		<u>143,871</u>	<u>13,952</u>	<u>157,823</u>	<u>167,735</u>	<u>5,604</u>	<u>173,339</u>

#### 5 Staff costs

	2025 £	2024 £
Salaries	84,714	87,407
Employer's National Insurance contributions	7,195	6,229
Employer's allowance	(5,000)	(5,000)
Employer's pension contributions	1,682	1,747
	<u>88,591</u>	<u>90,383</u>

The average number of employees in the year was 4 (2024: 6). No employee received emoluments of more than £60,000 in either year.

#### 6 Independent examination fee

	2025 £	2024 £
Independent examination fee (includes accountancy costs)	<u>1,050</u>	<u>870</u>
Other fees paid to Independent examiner's organisation:		
Other professional services	165	342
Other services	<u>324</u>	<u>270</u>
	<u>489</u>	<u>612</u>

**Notes to the Accounts - continued  
for the year ended 31 March 2025**

**7 Trustees and Key management personnel remuneration, benefits and expenses**

No trustees were reimbursed for out of pocket expenses during the year (2024: £nil). The charity trustees were not paid or received any other benefits from employment with the charity during the year (2024: £nil).

No trustees received payment for professional or other services supplied to the charity (2024: £nil).

The key management personnel (management team), as shown on page 8 of the trustees' report received total employee benefits of £76,442 (2024: £69,969).

**8 Tangible fixed assets**

	Fixtures, fittings and Equipment £	Total £
<b>Cost</b>		
As at 1 April 2024	8,666	8,666
Additions	1,835	1,835
Disposals	(8,462)	(8,462)
As at 31 March 2025	<u>2,039</u>	<u>2,039</u>
<b>Depreciation</b>		
As at 1 April 2024	7,697	7,697
Charge this period	115	115
Disposals	(7,500)	(7,500)
<b>As at 31 March 2025</b>	<u>312</u>	<u>312</u>
<b>Net book value</b>		
<b>As at 31 March 2025</b>	<u><u>1,727</u></u>	<u><u>1,727</u></u>
As at 31 March 2024	<u>969</u>	<u>969</u>

The fixed asset register has been reviewed this year and old unidentifiable items disposed of.

**9 Debtors**

	2025 £	2024 £
Trade debtors	914	-
Prepayments	6,581	6,026
	<u><u>7,495</u></u>	<u><u>6,026</u></u>

**10 Creditors: amounts falling due within one year**

	2025 £	2024 £
Trade creditors	7,704	3,835
Other creditors	667	7,030
Other taxes and social security	-	5,345
Accruals	1,050	870
	<u><u>9,421</u></u>	<u><u>17,080</u></u>

## Share Psychotherapy

### Notes to the Accounts - continued for the year ended 31 March 2025

#### 11 Restricted funds

	Balance b/fwd £	Income £	Expenditure £	Transfers £	Balance c/fwd £
Aeonian Foundation - subsidy	-	5,817	-	(3,192)	2,625
Synergy Mental Health Alliance - core costs	-	4,952	(4,952)	-	-
Sheffield Church Burgesses Trust - running costs	-	6,000	(6,000)	-	-
Talbot Trust - Partnership working	-	3,000	(3,000)	-	-
	<u>-</u>	<u>19,769</u>	<u>(13,952)</u>	<u>(3,192)</u>	<u>2,625</u>

#### Aeonian Foundation - subsidy

This grant is given quarterly to provide additional client hours. The income related to additional number of hours in Jan-March has been transferred to unrestricted funds.

#### Prior year comparison

	Balance b/fwd £	Income £	Expenditure £	Transfers £	Balance c/fwd £
Premises move	-	89	(89)	-	-
Senior Therapist	-	5,515	(5,515)	-	-
	<u>-</u>	<u>5,604</u>	<u>(5,604)</u>	<u>-</u>	<u>-</u>

#### 12 Net assets by fund

	Unrestricted funds £	Restricted Funds £	2025 Total £	Unrestricted funds £	Restricted Funds £	2024 Total £
Tangible fixed assets	1,727	-	1,727	969	-	969
Net current assets/ (liabilities)	32,924	2,625	35,549	(9,388)	-	(9,388)
	<u>34,651</u>	<u>2,625</u>	<u>37,276</u>	<u>(8,419)</u>	<u>-</u>	<u>(8,419)</u>

#### 13 Related party transactions

Astrid Walker Bourne, a trustee, made a loan of £6,691 during 22/23 which was repaid during the year. The loan was interest free.

There were no other related party transactions other than those detailed in note 7.

#### 14 Operating lease commitments

As at 31 March 2025 the charity was committed to making the following payments under operating leases as follows:

	2025 £	2024 £
Land and Buildings	19,950	19,950
Other	338	156
<b>Payable within 1 year</b>	<u><b>20,288</b></u>	<u><b>20,106</b></u>
Land and Buildings	4,156	4,156
Other	338	-
<b>Payable between 1-5 years</b>	<u><b>4,494</b></u>	<u><b>4,156</b></u>